



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

WA Country Health Service - Midwest		Position No:	615230
Division:	Medical Services	Title:	Consultant - Emergency Medicine
Branch:	Geraldton Hospital	Classification:	MP Year 1-9
Section:		Award/Agreement	Medical Practitioners Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Regional Director
	Classification:	HSO Class 2
	Position No:	604000

Responsible To	Title:	Director Medical Services
	Classification:	MP Year 1-9
	Position No:	605052

This position	Title:	Consultant - Emergency Medicine
	Classification:	MP Year 1-9
	Position No:	615230

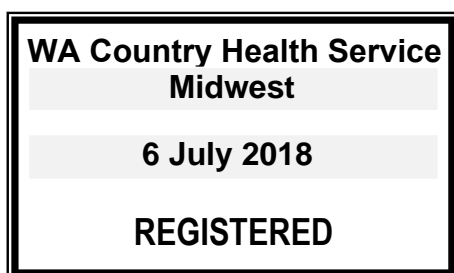
OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

Title
Consultants - Physicians, Surgeons
Senior Medical Practitioner
Resident Medical Officers
Visiting Medical Practitioners
Medical Administration Coordinator
Regional Clinical Risk Coordinator
Clinical Governance Support Officer
Director Clinical Training
Health Service Medical Practitioner – Emer. Med.

Positions under direct supervision:	Other positions under control:																
<table border="1"> <thead> <tr> <th>Position No.</th> <th>Title</th> </tr> </thead> <tbody> <tr> <td></td> <td>Senior Medical Practitioners</td> </tr> <tr> <td></td> <td>Registrars</td> </tr> <tr> <td></td> <td>Resident Medical Officers</td> </tr> <tr> <td></td> <td>Interns</td> </tr> <tr> <td></td> <td>Students</td> </tr> </tbody> </table>	Position No.	Title		Senior Medical Practitioners		Registrars		Resident Medical Officers		Interns		Students	<table border="1"> <thead> <tr> <th>Category</th> <th>Number</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>	Category	Number		
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Section 3 – KEY RESPONSIBILITIES

Provision of a comprehensive clinical service in Emergency Medicine to patients of WA Country Health Service – Midwest. Responsible for the leadership of the multi-disciplinary team to provide comprehensive emergency services to patients of the Geraldton Health Campus. Promotes patient quality and safety within the emergency department. Provides leadership, management, training, supervision and education for Senior Medical Practitioners in collaboration with the Director of Medical Services.



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The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to over half a million people, including over 50,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle almost as many births as the State's major maternity hospital – and 40% of the State's emergency presentations. The range of health services provided include acute inpatient and emergency care, population and public health, mental health, Aboriginal health, aged care and includes increasing number of services provided by telehealth video-conferencing.

Our dedicated and committed staff work hard to fulfil our vision of Healthier country communities through partnerships and innovation, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

OUR PURPOSE – What we are here to do

WACHS improves country people's health and well-being through access to quality services and by supporting people to look after their own health.

OUR STRATEGIC DIRECTIONS TO 2018

1. Improving health the experience of care
2. Valuing consumers, staff and partnerships
3. Governance, performance and sustainable services

OUR GUIDING PRINCIPLES

Consumers first in all we do. Safe, high quality services and information at all times. Care closer to home where safe and viable. Evidence based services, partnerships and collaboration.

OUR VALUES

Community – making a difference through teamwork, cooperation, a 'can do' attitude and country hospitality.

Compassion – listening and caring with empathy, respect, courtesy and kindness.

Quality – creating a quality health care experience for every consumer, continual improvement, innovation and learning.

Integrity – accountability, honesty and professional, ethical conduct in all that we do..

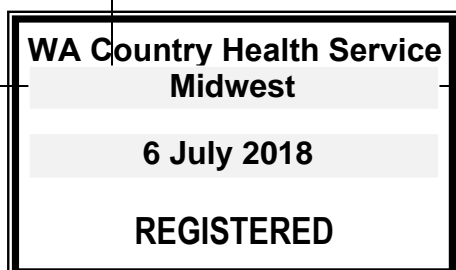
Justice – valuing diversity, achieving health equality, cultural respect and a fair share for all.

<p>WA Country Health Service</p> <p>Midwest</p> <hr/> <p>6 July 2018</p> <hr/> <p>REGISTERED</p>
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Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
1.0	CLINICAL	D	55
1.1	Provides clinical management of Emergency Medicine patients utilising evidence based practice		
1.2	Assist with Australian Triage Standards and National Emergency Access Targets requirements when clinically safe		
1.3	Leads, supervises, coordinates and manages the care of patients with life threatening conditions, including multiple traumas.		
1.4	Participates fully in the Emergency Medicine Consultant roster including on call as rostered.		
1.5	Provides clinical services as determined appropriate for a 24hr emergency service, including telephone or video-conference consultations and advice to WA Country Health staff in other hospitals.		
1.6	Maintains quality patient medical records in accordance with health service protocols.		
1.7	Fully supports electronic clinical systems and promotes and educate the use for discharge summaries and communication of patient information to health providers.		
1.8	Liaises with members of the health care team and private sector to meet the needs of patients under their care.		
1.9	Responsible for a portfolio as directed by the Director of Medical Services.		
1.10	Supports medical colleagues and nursing colleagues in the performance of their clinical duties.		
2.0	CLINICAL ADMINISTRATION	D	20
2.1	Ensures the ongoing application of continuous quality improvement principles in systematically evaluating and meeting customer needs.		
2.2	Ensures compliance with relevant standards, legislation and regulatory requirements.		
2.3	Liaises with members of the health care team and the private sector to meet the needs of patients under their care and maintain a customer-focused approach.		
2.4	Participates in governance-led departmental and doctors' committee meetings as required, such as Medical Advisory Committee meetings, Emergency Medicine Clinical Governance Meetings and mortality & morbidity meetings.		
2.5	Actively participates in service development activities eg, Medical Emergency Team, Medical Emergency Response etc.		
2.6	Attends to medico-legal issues that arise concerning patients that have been under their care and advises the Director of Medical Services about complaints received, pertaining to themselves or other doctors in the hospital.		
2.7	Assists the Director of Medical Services with complaints management as required.		
3.0	EDUCATION	D	10
3.1	Acts as a role model and mentor to medical students and medical colleagues during their placement.		
3.2	Supervises junior medical staff, including the assessment of staff performance in relation to clinical competence, adherence to departmental protocols, timely and accurate documentation, communication with patients, relatives, peers, other staff and doctors in other hospitals and in the community.		
3.3	Participates in professional continuing educational activities, regular performance review and provides evidence of maintaining current knowledge and skills.		
3.4	Participates in post-graduate and under-graduate training programs for junior medical staff, trainees and medical students.		
3.5	Supervises guides and teaches nursing, allied health and other support staff as appropriate.		
3.6	Participates in departmental academic activities and mandatory essential training and skills.		
4.0	LEADERSHIP	D	10
4.1	Demonstrates professional standards and ethics as appropriate to the seniority and leadership role of clinical staff and according to WA Country Health Service Code of Conduct.		



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Section 4 – STATEMENT OF DUTIES

4.2	Demonstrates excellence in interpersonal skills when dealing with patients, colleagues, nursing, allied health and support staff.		
4.3	Participates in doctors' clinical meetings and quality improvement and audit activities. These include the Department's Morbidity, Mortality and Peer Review activities, the hospital's contribution to the Clinical Incident Management Policy (CIM) and other clinical governance activities as directed.		
4.4	Participates in WA Country Health Service - Midwest Disaster planning, strategy and practices.		
4.5	Develop, implement and monitor Quality Assurance measures.		
4.6	Assessment of subordinate medical staff performance in relation clinical competence, adherence to departmental protocols, timely and accurate documentation, communication with patients, relatives, peers, other medical colleagues in other hospitals and in the community.		
5.0	OTHER	D	5
5.1	Perform other duties as required.		
	The occupant of this position will be expected to comply with and demonstrate a positive commitment to the WACHS values and the highest achievement in demonstrating positive commitment to Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.		



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Section 5 – SELECTION CRITERIA

ESSENTIAL

- Eligible for registration by the Medical Board of Australia.
- Fellowship of the Australasian College for Emergency Medicine or equivalent.
- Possess substantial postgraduate medical experience in emergency medicine and hospital practice.
- Demonstrated commitment to continuing education.
- Demonstrated high level of communication and interpersonal skills.
- Demonstrated capacity to work effectively and to lead in a team environment.
- Demonstrated commitment to the effective management of clinical risk and improving quality.
- Current knowledge of legislative obligations for Equal Employment Opportunity, Disability Services and Occupational Safety and Health, Freedom of Information and how these impact on employment and service delivery.

DESIRABLE

- Experience in rural area medicine and Indigenous Health.
- Demonstrated participation and skills in medical education at all levels and across multiple disciplines, in particular senior, non FACEM qualified Emergency staff.
- Demonstrated experience and ability to foster strong relationships between general practice, emergency medicine and other stakeholders.

Section 6 – APPOINTMENT FACTORS

Location	Geraldton	Accommodation	As determined by the WA Country Health Service Policy
Allowances/ Appointment Conditions	Appointment is subject to: <ul style="list-style-type: none"> • Evidence of registration by the Medical Board of Australia must be provided prior to commencement. • Completion of a 100 point identification check • Successful Criminal Record Screening clearance • Evidence of current Working with Children check • Successful Pre- Placement Health Screening clearance Allowances <ul style="list-style-type: none"> • District allowance 		
Specialised equipment operated			

Section 7 – CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Signature and Date: Manager	WA Country Health Service Midwest 6 July 2018 REGISTERED	Signature and Date: Regional Director	WA Country Health Service Midwest / 6 July 2018 REGISTERED
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As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name	Signature	Date Appointed	Date Signed

**WA Country Health Service
Midwest**

6 July 2018

REGISTERED